12th Street Workshop Online Meeting Script

Dear host, thank you for chairing the meeting!

PLEASE READ THESE INSTRUCTIONS BEFORE THE MEETING BEGINS!

Zoom Settings: make sure that participants can not share docs or whiteboard etc.

At. The beginning of the meeting, 1. Please select two people to read the:

a. AA Preamble and

b. either The Promises or How It works (and make sure they have them on hand to read) before the meeting starts.

2. Please select your spiritual timekeeper before the meeting starts.

3.If the chairperson cannot stay after the meeting to meet with newcomers, please select a person (or persons) who can.

4. 30 seconds before the meeting begins click Manage Participants at the bottom of the screen, and a window will pop up on the right of the screen; click MUTE ALL and a small window will pop up saying "Current and new participants will be muted." MAKE SURE TO UNCHECK THE BOX THAT SAYS "Allow participants to unmute themselves." The chairperson needs to be the ONLY person with the ability to unmute people, otherwise if trolls come online they will wreak havoc by screaming out obscenities to the group.

5. Please set the chat to "PARTICIPANTS CAN SPEAK WITH HOST ONLY." Remember to reset the chat towards the end of the meeting so participants can chat with each other.

6. Settings should not allow participants to share whiteboard, transcribe message or use apps. Co-hosted timer will still be able to access the timer.

7. Chairpeople should not vary from the script

Now, we can begin!

Hi everybody and welcome to the 12th Street Workshop Online Group of Alcoholics Anonymous, we especially welcome all newcomers and visitors, my name is _____ and I am an Alcoholic.

First, some housekeeping. As a friendly reminder, if your camera is on, all of us can see you. Please be mindful of this during the meeting. If you'd like to turn your video on or off, the button is at the bottom of the screen on both a laptop and a cellphone.

Please also note that we've taken a number of steps with regards to the Zoom meeting settings in order to make the meeting as safe a place as possible:

- Chat has been disabled - you may only chat with the host
- Screen sharing has been disabled
- All participants have been muted. The host or co-host will unmute individuals one by one as appropriate
- Crosstalk is not permitted. Crosstalk is commenting on someone else's share, including offering unsolicited advice. If you wish to comment directly on someone's share, please address them after the meeting.
- Please do not make comments in the Zoom chat to everyone during the meeting, as this is also considered crosstalk.

- If you are in need of court verification, welcome! We will gladly help with that. Please alert the host in a private message in the chat.
- We request you turn off your camera if you are moving around, eating, smoking, or vaping. Please do not take offense if the host turns your camera off for you.

***Ask your PRE-SELECTED person to read the AA Preamble*:**
Alcoholics Anonymous is a fellowship of people who share their experience, strength and hope with each other that they may solve their common problem and help others to recover from alcoholism. The only requirement for membership is a desire to stop drinking. There are no dues or fees for A.A. membership; we are self-supporting through our own contributions. A.A. is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy, neither endorses nor opposes any causes. Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.
***Ask your PRE-SELECTED person to read The Promises*:**
If we are painstaking about this phase of our development, we will be amazed before we are halfway through. We are going to know a new freedom and a new happiness. We will not regret the past nor wish to shut the door on it. We will comprehend the word serenity and we will know peace. No matter how far down the scale we have gone, we will see how our experience can benefit others. That feeling of uselessness and self-pity will disappear. We will lose interest in selfish things and gain interest in our fellows. Self-seeking will slip away. Our whole attitude and outlook upon life will change. Fear of people and of economic insecurity will leave us. We will intuitively know how to handle situations which used to baffle us. We will suddenly realize that God is doing for us what we could not do for ourselves. Are these extravagant promises? We think not. They are being fulfilled among us - sometimes quickly, sometimes slowly. They will always materialize if we work for them.

The 12th Tradition states that “Anonymity is the spiritual foundation of all our Traditions, ever reminding us to place principles before personalities,” so what you see here and hear here, please let it stay here.
If you have an Alcoholics Anonymous related announcement, please send it to me in a private message and I’ll read it out at the break.

All Twelfth Street Workshop Online meetings can be found on our website. https://www.the12thstreetworkshoponline.com.

New York Online meetings are being added on a regular basis. Make sure to check the Intergroup website at https://www.nyintergroup.org for the most current information. These links will be pasted into the chat window.

Sponsorship is an important part of our program. If you need a sponsor please text or email one of the12th Street Workshop sponsorship coordinators:
For any person seeking sponsorship, we are here to assist.
Maria S. 917 4147308 mtvsmith@yahoo.com
Mike R. – 718-598-0430, michelrizzo904@gmail.com

Contact information will also be pasted in the chat. The 12th Street Workshop Online is always in need of more people willing to sponsor. If you have a year or more of continuous sobriety and are willing to act as an interim sponsor or sponsor, please contact one of the sponsorship coordinators.

The 12th Street Workshop Online is a safe space for recovery, and no harassment, including sexual harassment and bullying, will be tolerated. If someone is making you feel unsafe during the meeting, please alert me immediately by sending a private message in the chat, or email 12thstreetworkshopzoom@gmail.com

For speaker meetings:
Now allow me to welcome _____ to share their experience, strength and hope with us for 15-20 minutes.

For topic meetings:
The format of today's meeting is a topic meeting. This means we collect four topics from the floor. Please raise your hand to suggest topics, you'll be able to share on your topic for 4 minutes, and they'll be posted into the chat. After the break everyone will be able to share on a topic or whatever is on their mind, for three minutes.
Type the first four appropriate topics back into the chat window to "everyone," and mention the share time limit now, rather than waiting for the break:

For 12 and 12 or BB meetings, announce the page we are reading from and ask participants to raise their hands to read.End the reading at the end, or if it is a long one (like step 12 for example) choose a good stopping point, and continue next week.

AFTER THE SPEAKER FINISHES / TOPICS ARE PRESENTED/ READING ENDS, ITS TIME FOR THE SECRETARY'S BREAK:
ANNOUNCEMNTS:
- Check out our Website! The link will be posted in the chat.
- We have minimal expenses and maintain a prudent reserve. We are not currently collecting contributions for the 12th Street online workshop but you may contribute directly to the NYC Intergroup at https://www.nyintergroup.org/contribute/ or the General Service Office at https://www.aa.org/aa-contributions-self-support. If you cannot give, please stay, we need you more than we need your money.

● The 12th Street Workshop holds anniversary meetings on the last Sunday of every month at 4.30pm.
● The 12th Street Workshop holds business meetings on the second Sunday of every month at 4.30pm. Chairpersons are recommended to attend. All are welcome.
● If you call one of the 12th Street Zoom meetings your home group and you'd like an anniversary coin (90 days and one or more years included) please send an email

to 12thstreetcoins@gmail.com Include your sobriety/anniversary date. The post office will need your first and last name, phone #, and address.

- **For any question or concerns regarding online meetings, please contact the 12th Street Workshop Online at the following email: 12thstreetworkshopzoom@gmail.com**

If there are any NEWCOMERS to 12th Street Workshop Online, or if this is your 1st AA meeting ever, welcome! Please feel free to raise your digital hand on your video screen and introduce yourself. If you're on a laptop, click on "Participants" at the bottom of your Zoom video window. A column will pop up at the right and, at the bottom, you'll see "Raise Hand."
Now we're going to ask for anybody counting days from 1 to 89 to raise their hands.
If you are a day counter and you would like to share, do not lower your hand after you've stated your day count, and we will call on you as soon as sharing opens up.

Now we'd like to ask anybody celebrating an anniversary of 90 days, or 1 or more years in the month of _____ to raise your hands.
If you are a day counter and would like to share, do not lower your hand, and you will be called on to share as soon as the meeting is open for sharing.

This Zoom space will stay open after the meeting is done for all newcomers who have any AA related questions and anyone else who wants to fellowship.

We will now open up the meeting for sharing. If you would like to share, please raise your hand. In order to keep things fair, the chairperson will call on people with their hands raised, starting with the day counters and ending with Burning Desires in the last 6 minutes of the meeting.
WE ASKS HOSTS TO REFRAIN FROM CALLING ON PARTICIPANTS BY NAME, UNLESS THEY HAVE RAISED THEIR HAND TO SHARE. HOWEVER, SENDING AN ANONYMOUS 'ASK TO UNMUTE' IS SUGGESTED AS AN ALTERNATIVE, IF YOU WOULD LIKE..
Shares are three minutes, you will receive a "ONE MINUTE" signal at the two minute mark from our SPIRITUAL TIMEKEEPER. Please be generous with your time, so that everyone gets a chance to share if they'd like.

At 6 minutes before the end of the meeting the CHAIRPERSON will make this announcement: We will now open the shares up for Burning Desires. Please share with us if you are at risk of drinking, using, hurting yourself or anybody else today. To indicate your Burning Desire, send a private message to the chairperson in the chat.
AT THE END OF THE MEETING: Thank you to the speaker, topic creators, readers, cohosts, etc. Please end the meeting with the Serenity Prayer.
After the meeting, please see that newcomers or anyone in crisis or needing court verification has a chance to e heard.

For court verification, send a message with the persons name, email address, and the info of the meeting they're attending to the zoom@gmail address. The 12th street Workshop Online will send verification to the persons email address.